

ARLINGTON MUNICIPAL AIRPORT

T-HANGAR “WAITING LIST” POLICY

1. Every attempt will be made to contact an individual when that person's name comes up for a T-hangar, but the individual will be responsible for providing current contact information. If contact cannot be made, the individual will be deleted from the list.
2. If it is necessary to leave a message regarding the opportunity to lease a hangar, the individual will have two business days in which to respond. If no response is received, the individual will be deleted from the waiting list.
3. After being contacted by airport personnel, an individual will have a period of two business days to decide whether he/she wants to lease a hangar when offered. If the individual does not respond within that period, the next person on the list will be contacted on the third day.
4. An individual may decline a hangar when offered once and retain his/her place on the waiting list. If the individual declines the next hangar offered, his/her name will be dropped to the bottom of the list, if requested, or else deleted from the list.
5. An individual whose name comes up on the waiting list for a T-hangar must have an aircraft to store in the hangar at the time of rental. The registration number, model, and type of aircraft will be required at the time of the leasing. If there is no aircraft, it will be considered the first “decline” (See #4).
6. A lease will not be offered in the event of the following:
 - An individual desires to “donate” his place on the list to another individual who is not on the list.
 - An individual desires to lease a T-hangar for the sole purpose of subletting it to third party.
 - An individual desires to lease a T-hangar for the sole purpose of storing objects or vehicles. An aircraft *must* be stored in a hangar.
 - An individual is in default of an existing hangar, tie down, or office lease. A tenant must not be behind in rent payments to be offered a hangar.
7. Hangars with interior walls to the ceiling, #61 through #96, when available, will be offered to the next person on the separate list of existing hangar tenants waiting to trade for one of these hangars.